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ONTARIO
DEPARTMENT
of EDUCATION

WINTER COURSE IN ART 1970 - 1971

ORIENTATION BULLETIN

CATHEDRAL SCHOOL
KINGSTON

SPONSORED BY:
FRONTENAC-LENNOX AND ADDINGTON COUNTY
ROMAN CATHOLIC SEPARATE SCHOOL BOARD

CONTENTS

This Orientation Bulletin has been prepared for the use of participants in the Winter Course in Art being held at Cathedral School, 301 Johnson Street, Kingston, from September 24, 1970 to April 3, 1971. Students are urged to read it carefully and to bring it with them to the winter course. A second copy will not be available.

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Your Name_____

Address_____

WELCOME

The Principal and Staff of this Winter Course in Art are pleased to welcome you on behalf of the Ontario Department of Education and the Frontenac-Lennox and Addington County Roman Catholic Separate School Board. This art course in Kingston is one of many that will be offered in different parts of the province. Care is being taken to assure a well-rounded program in these courses. It is anticipated that a great number of teachers will avail themselves of this opportunity to improve their teaching of art.

This course is designed to be of practical help to you as you plan and carry out a program of art education in your classroom. This purpose will be accomplished in several ways, chiefly by suggesting to you projects which you may use and by helping you to become more proficient in both the practice and teaching of art. You will note that you are able to choose from a variety of units, most of which will emphasize the workshop technique of learning. Although it will not be possible for the individual student to enrol in all of the units, we would encourage you to visit other classrooms, to discuss activities with your fellow students and to bring your questions to any of the staff members. They have been chosen carefully from among the outstanding teachers and those interested in art education in our area. They will give you a wide outlook on art education.

You should examine carefully the outlines of units contained in this book and decide on those which will best help you to improve your teaching of art. With the exception of certain required units, you are free to choose any of the courses outlined. Every effort will be made to give students the units that they would like but no guarantee can be given that you will be able to register in all the units of your choice. Please bear in mind that this is first and foremost an Art Course and all the units are planned to acquaint teachers with a philosophy of art education and to provide assistance with certain basic skills. Some units are beamed at specific grade levels but even these can be adapted to suit the needs of teachers of almost any grade level.

REGISTRATION

You may register in advance for the units you wish to study. Please follow these instructions carefully:

1. Read all of this Orientation Bulletin and study especially the descriptions of the various units offered. Units being offered in this course are generally exploratory in nature and are intended to allow students to discover their abilities, to define their interest and to learn techniques which have immediate application in the classroom. All units are of six session's duration and are offered four times during the summer. Students will enrol in four units in addition to the required lecture unit.

2. Choose those units which seem particularly suitable to your teaching situation and plan a program that will give you a well-balanced study of art education.

3. Indicate your choice of units on the Program Selection Form A enclosed in this Orientation Bulletin. You will note that you choose four units plus one alternate. Complete the form carefully including your name and address.

4. Return the Program Selection Form A as soon as possible, and not later than August 1, 1970 to:

   Mr. Robert J. Fisher,
   Frontenac-Lennox and Addington County
   Roman Catholic Separate School Board,
   84 Stephen Street,
   Kingston, Ontario.

   Classes will be assigned in the order in which requests are received. There are limits to the enrolment in each class and so certain substitutions may be necessary.

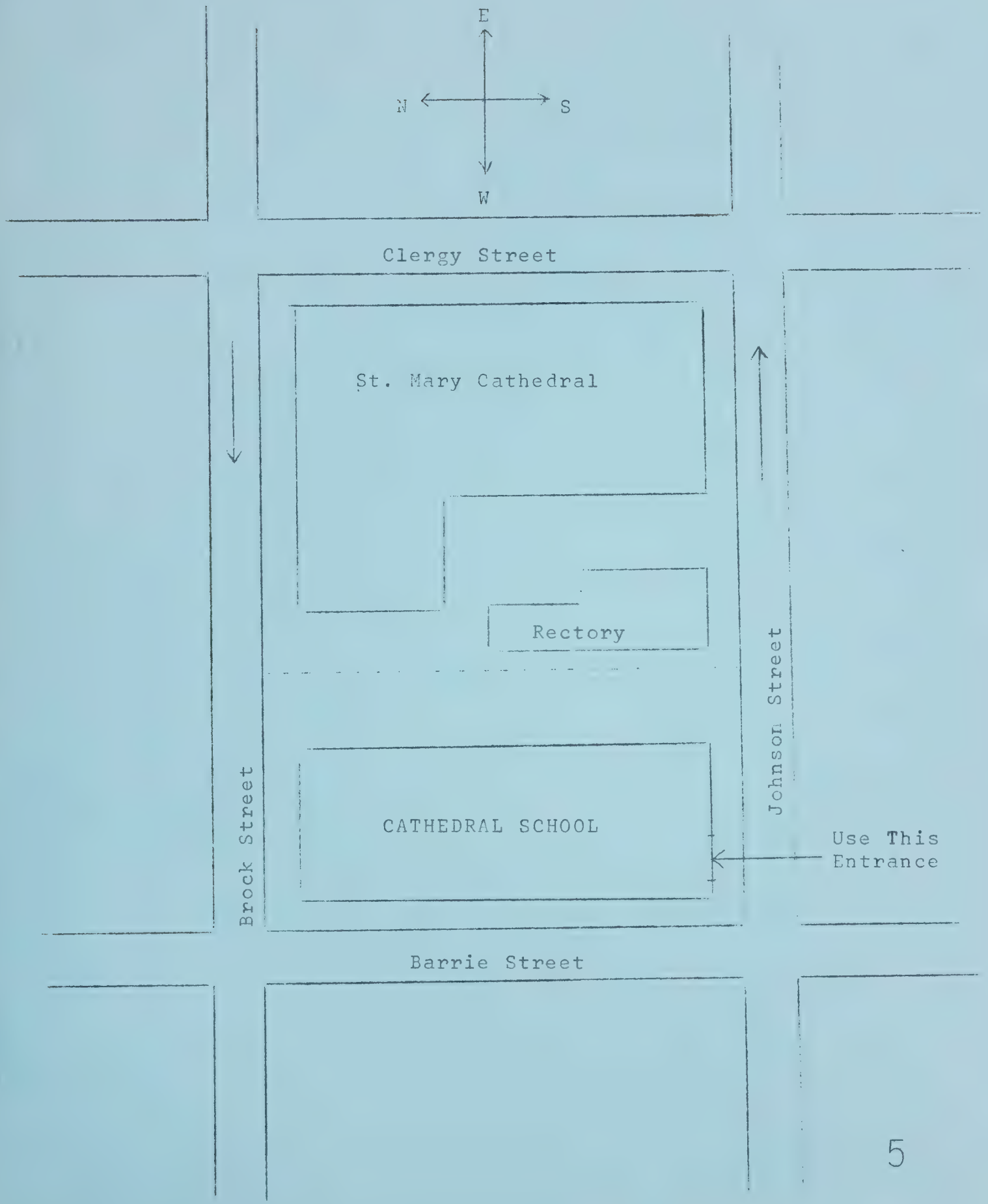
5. On Thursday, September 24 proceed to the Registration Table at 6:30 p.m. and pick up your Program Selection Form A on which will be indicated your program for the winter. Please note that these personal timetables will not be mailed in advance.

6. Proceed with the registration on September 24 as outlined elsewhere in this Orientation Bulletin.

STAFF

Principal	Robert J. Fisher Art Consultant Frontenac-Lennox and Addington County Roman Catholic Separate School Board.
Counsellors	Tony Abrams Elementary School Teacher Fort Henry Heights Board of Education.
	Mrs. K.C. James, B.A., B.L.S. Head of Children's Department Kingston Public Library
	Mrs. V. Ongley, B.A. Art Teacher Loyalist Collegiate and Vocational Institute Kingston.
	Mrs. C. Robb Elementary School Teacher Balsam Grove Public School Kingston.
	Douglas Snyder Night School Instructor Agnes Etherington Art Centre Queen's University, Kingston.
	R. Donald St. Pierre Art Supervisor R. Gordon Sinclair Public School Kingston.
Instructor	Mrs. C. Hagel, B.A Art Teacher LaSalle Cecondary School Kingston
Lecturer	Ralph Allen Director Agnes Etherington Art Centre Queen's University, Kingston.
Secretary	Miss D. Coreau

CATHEDRAL SCHOOL



OPENING DAY

On Thursday, September 24, registration begins at 6:30 p.m. If you have already sent in the Program Selection Form A you should:

1. Proceed to the Registration Desk according to alphabetic order.
2. Present your letter of admission.
3. Receive your individual Timetable (Form A) and Progress Record Card.

Separate instructions will be given to those who have not pre-registered.

Please go directly to the gymnasium to study the material you have been given. At approximately 7:00 p.m. we shall begin our opening general assembly at which time you will meet the staff and be given details concerning the course.

Following the opening assembly all students must check their individual Timetables (Form A) with the staff members and confirm their attendance in classes. This will be done in the individual rooms.

Fill out the front side of the Progress Record Card. Please print in ink using CAPITAL letters. Students in Holy Orders should list both religious community name and lay name. Print your name only on the back of the Progress Record Card. Do not list units of study.

Copy your approved Individual Timetable on the last page of the Orientation Bulletin for your own records.

Return your complete Form A and Progress Record Card to the Winter Course Office before you leave the school. UNTIL FORM A AND YOUR PROGRESS RECORD CARD ARE COMPLETED AND FILED IN THE OFFICE YOU ARE NOT OFFICIALLY ENROLLED.

On Friday, September 25 report directly to your first class at 6:30 p.m.

SELECTING YOUR PROGRAM

If you are working toward an Elementary Certificate:

(a) It is compulsory for you to select one picture-making unit and lecture unit KNS 121. The picture-making units are numbered KNS 100 and KNS 104. If you select more than one picture-making unit, make sure that the units in question are not repetitions of one another.

(b) Summarize the gaps in your knowledge about art. What do you think you should know to be more proficient in your work as a teacher of this subject?

(c) Think of the grades you teach and the program of studies you follow. Select activities which would lend themselves to strong correlations with the lives of the children under your charge and, hence, would improve the general learning situation in your school.

SUMMARY: You may select any unit of work offered. One picture-making unit is obligatory and the lecture unit KNS 121. THREE HOURS PER DAY IS THE MINIMUM ATTENDANCE FOR STUDENTS DESIRING AN ART CERTIFICATE.

If you are working toward an Intermediate Certificate Part I:

You have enjoyed previous experiences in art education. You have explored several fields of design and have probably begun to develop a personal point of view (or philosophy) about art and the teaching of art. Because of this background, you are in a better position to begin to specialize. The following suggestions are offered to help you to select your program.

(a) Select some work similar to that in which you enjoyed the most success in previous units.

(b) Select a program which includes both two and three dimensional work.

(c) Study the prescriptions of the units being offered to determine those which contain some work which you have not previously explored. You should include in your timetable those units which you feel will offer activities which would be practical to you.

(d) Students desiring an Intermediate Part I Certificate are required to complete lecture unit KNS 122.

SUMMARY: You may select any unit of work from among those being offered. You must complete lecture unit KNS 122. MINIMUM ATTENDANCE LEADING TO CERTIFICATION IS THREE HOURS EACH DAY.

TIMETABLE

	6:30 p.m.-9:30 p.m.	6:30 p.m.-9:30 p.m.	8:30 a.m.-11:30 a.m.	11:30 a.m.-1:00 p.m.
September	24 Registration Orientation	25 Cycle I Session 1	26 Cycle I Session 2	Lecture
October	15 Cycle I Session 3	16 Cycle I Session 4	17 Seminar	Lecture
November	5 Cycle I Session 5	6 Cycle I Session 6	7 Seminar	Lecture
November	26 Cycle II Session 1	27 Cycle II Session 2	28 Cycle II Session 3	Lecture
December	10 Cycle II Session 4	11 Cycle II Session 5	12 Cycle II Session 6	Lecture
January	7 Cycle III Session 1	8 Cycle III Session 2	9 Seminar	Lecture
January	28 Cycle III Session 3	29 Cycle III Session 4	30 Cycle III Session 5	Lecture
February	18 Cycle III Session 6	19 Cycle IV Session 1	20 Cycle IV Session 2	Lecture
March	11 Cycle IV Session 3	12 Cycle IV Session 4	13 Seminar	Lecture
April	1 Cycle IV Session 5	2 Cycle IV Session 6	3 Seminar and Closing of Course	

The timetable of the units of work has been arranged so that students may enjoy a maximum of choice. Work units operate on a 6-session plan. Time during the winter is divided into four 6-session blocks. In this way, a unit of work may be offered four times.

UNITS OF WORK

PROGRAMMING UNITS

Units numbered KNS 100 and KNS 104 are intended to provide practical ideas for the art class as well as assisting in the planning of a worthwhile program. The emphasis will be on picture-making which will form the core to the art program at any age level. These are workshop units taught by counsellors who have practical experience in the classroom. All students in the Elementary Course are required to attend at least one unit from this section. Students in Intermediate Part I are strongly advised to choose one unit from among these if possible.

KNS 100 Picture-Making Programming (Kindergarten and Primary)

A study will be made of art activities and techniques suitable for pupils in Kindergarten and those in Grades 1, 2 and 3. The relationship of art to the general Kindergarten program and to the program in the primary grades will receive attention. Emphasis will be placed upon picture-making.

This unit will be offered Mrs. C. Robb.
Cycles 1, 2, 3, and 4.

KNS 104 Picture-Making-Programming (Junior and Intermediate)

This unit will deal with picture-making in the junior and intermediate grades. A study will be made of the normal modes of expression of pupils in these grades. Areas of discussion and practice will include the elementary art program, methods, individual and group activity, handling of basic art materials, a variety of techniques and a study of design as applied to picture-making.

This unit will be offered Mr. R.D. St. Pierre.
Cycles 1 and 2

CLASSROOM TECHNIQUES UNITS

The units numbered KNS 112a to KNS 150 are intended to help teachers teachers explore techniques and develop skills which can be used in the classroom. These units will concentrate on a variety of sample projects for the classroom. Although some suggestions will be made for program planning, the teacher will be left to fit these activities into the individual total art program.

KNS112a Elementary Poster-Making and Bulletin Board Techniques

This unit will consist largely of brief lectures and practical experiments in poster-making. A study will be made of lettering, design and concept as applied to a poster. Media used will include paint, ink and coloured papers. Bulletin board arrangements will also be studied through illustrated lectures and practical application.

This unit will be offered Mrs. V. Ongley.
Cycles 1 and 2

KNS115 Elementary Printing on Textiles

This unit will consist of tie-and-dye and batik dyeing using cotton, silk, burlap, etc. These processes are to be conducted in a simplified way, with a view to the craft being adapted to general art education curricula in schools with limited equipment.

This unit will be offered Mr. D. Snyder.
Cycles 1, 2, 3 and 4.

KNS116 Elementary Experiments in Film Media

This is an exploratory unit designed to acquaint students with simple processes on raw and exposed, still and movie, film of various sizes. Non-camera and camera techniques will be employed. Viewing and discussing of student and professional examples of experimental film-making will be included. Students who have access to a 35 mm still or 8 mm movie camera are encouraged to bring this equipment to facilitate extra experimentation. However, neither such equipment nor experience is a prerequisite.

This unit will be offered Mr. R.D. St. Pierre.
Cycles 3 and 4

KNS 132 Elementary Printing Processes

This is an exploratory unit in the art of making prints. It is designed to assist participants in the use of various print-making media in the classroom. Techniques explored will include vegetable, cork and plasticine printing, cardboard rubbings and prints, lino-block printing and forms of monoprint. Reference will be made to other suitable materials.

This unit will be offered Mr. T. Abrams.
Cycles 1, 2, 3 and 4.

KNS 137 Elementary Puppetry

This unit will include a study of puppets, marionettes, shadow puppets, push puppets and rod puppets. Various types of puppets and marionettes will be made which will be suitable for pupils in all grades. These figures will be produced from a number of materials and students will learn how to operate them. Students will participate in the production of plays involving the use of all the above puppets. Some materials will be supplied, but those students planning to take the unit are advised to bring odds and ends which might supplement the materials supplied. Materials such as bright cloth in a variety of textures, scraps of felt, fur, leather, old socks and stockings, old jewellery, and trimmings might be brought.

This unit will be offered Mrs. K.C. James.
Cycles 1, 2, 3 and 4.

KNS 150 Elementary Design

This is a unit dealing with theories of design. This unit is devised to give art teachers an understanding of some of the basic theories and ideas underlying design in the wider meaning of the term. Though not a unit on how to design particular things, it should help the teacher to apply or to recognize sound design in a variety of art products.

This unit will be offered Mrs. V. Ongley.
Cycles 3 and 4

PERSONAL GROWTH UNITS

It is important that teachers develop their own art abilities and units listed below are designed to provide instruction and practice in certain artistic skills. It is recommended that students attending their second art course should choose one of these units while students in the elementary year are strongly urged to use this opportunity to enhance personal facility in art.

KNS111a Elementary Painting

This unit will be an introduction to the methods used in oil painting. It will include colour theory, colour mixing, brush and knife techniques, preparation of surface and compositional design.

This unit will be offered Mrs. C. Hagel
Cycles 3 and 4

KNS203 Life Drawing

This unit will be an advanced study of drawing from the living costume model. Media will include conte crayon, pencil, and pen and ink as media for line drawing.

This unit will be offered Mrs. C. Hagel
Cycles 1 and 2

LECTURE UNITS

To balance the workshop units, students are required to attend a lecture unit where the emphasis is on pedagogy and philosophy as applied to the teaching of art. These units will help the teacher to relate art projects to a planned program and will provide necessary background knowledge. The basic lecture is required of all those enrolled in Elementary while all those enrolled in Intermediate Part I must attend the history of art lecture.

KNS 121 Basic Lecture - "Art in General Education"

This unit comprises a series of lectures and general discussions on elementary pedagogy, philosophy and psychology with special reference to the teaching of art. Such topics as the characteristics of contemporary education, the individual and society, supervision, the enterprise, the learning process, objectives in art teaching, the democratic concept of education will be discussed with the object of developing an insight into and the understanding of the role of the teacher of art as an educational leader in his community.

This unit is prerequisite for all students who wish to receive an elementary certificate.

The textbook is: Children and Their Art, Revised edition (Toronto: Longmans, 1970), Available at the office.

This lecture will be Saturday 11:30 a.m. to 1:00 p.m. Mr. R.J. Fisher.

KNS122 History of Art

This unit will consist of an examination of the historical development of art and its effect upon contemporary architecture, industrial design, painting and sculpture. Considerable time will be devoted to discussion relative to the development of modern schools of design. Some consideration will be given to art appreciation and art history in the classroom.

This unit is prerequisite for all students enrolled in Intermediate Part I.

This lecture will be Saturday 11:30 a.m. to 1:00 p.m. Mr. R. Allen

SEMINARS

During a winter session such as this it is not possible to cover all the areas which we might wish. Accordingly, several members of the staff and outside guests will present seminars that are designed to provide further ideas and guidance. All students enrolled will attend.

These seminars will cover: The Place of Audio-Visual Materials in the Art Program, Stage Planning and Design for Plays and Operettas, etc.

All these seminars will take place in the gymnasium unless an announcement is made otherwise. More seminar topics will be added to the above and students are advised to check daily on the general notice board to see what is scheduled.

Your comments and requests for programs will be welcomed.

STANDARD OF WORK

Students are often concerned about the standard of excellence they should reach in their manual work. How proficient should you be in art? It is felt that in the brief time allotted to the units, students should have as broad a survey of activities as possible, and should not spend much time trying to perfect any one technique.

No one expects you to become an artist in a preliminary winter course. All the staff hopes is that you may have experiences which will enable you to become a better teacher. Therefore, do not repeat work just to perfect a skill. Skill is useful to have, but if you want to achieve it, practice in between sessions.

Once you have mastered enough of a technique to use it in a classroom, decide without delay your next field of exploration.

PRESCRIBED READING

With the exception of the lecture units there is no prescribed reading for the units of work. An intelligent person reads a book to answer questions which have arisen during his experience. Probably no two persons will want to find the answers to exactly the same questions, and it would seem under the circumstances, to be wasteful of time and energy to do prescribed reading.

WRITTEN ASSIGNMENTS

What has been said concerning prescribed reading applies also to written assignments. With the exception of the lecture units there are no written assignments attached to the work units. If the participant wishes to write on any topic in order to clarify his thinking or to help him to recall useful information he has discovered, he will do his writing in his notebook for his own benefit, and not as proof of work done.

EXAMINATIONS

Counsellors and instructors do not set examination papers. Lecturers, however, may give short tests throughout their units or may set a final paper. They may, on the other hand, summarize a student's progress by means of "term's work" or in any other manner they may wish to choose.

NOTEBOOKS

Students are expected to keep notebooks during the winter session. Your notes (suitably illustrated) should contain such information as will be valuable to you when you return to your teaching position. Write only that which is necessary and useful. The following items are suggested:

(1) Short descriptions of new techniques learned, including the materials and tools involved.

(2) Suggestions for correlations of these techniques with other areas of school life.

(3) A brief summary of valuable theory (both of Aesthetics and methodology) connected with the techniques which your co-workers and your staff members have contributed.

(4) An outline of the problems discussed by lecturers which are of importance to you.

(5) Short accounts of any reading which may have bearing upon the topics outlined in your notebook.

Staff members will request to see your notebook at the end of each session. It should be remembered that your notebook will be one of the more valuable items you will take away from this course.

INDEPENDENT WORK

Although the workshop units are scheduled from 6:30 p.m. to 9:30 p.m. on Thursdays and Fridays and from 8:30 a.m. to 11:30 a.m. on Saturdays it is not always possible for students to complete projects they attempt during those hours. Some of these projects will have to be done between sessions. Naturally, supplies may not be taken home but students should attempt to explore techniques further on their own time.

AT END OF UNIT

At the close of each unit of work you have a number of things to do:

(1) Each student has a progress record card which he obtained upon registration. These cards have spaces for a record of activities explored under the guidance of staff members. On the last day of each unit of work (session 6) the progress record cards will be given out by each staff member.

(2) Under the direction of your staff member, write a short description of the work you have completed in the proper spaces on the progress record card.

(3) Take your card, together with the work you have completed, to the staff member for his appraisal. Your staff member will then write a short statement of your progress and will sign the card. It is your privilege to know what the staff member says about your progress. In this way, you will always know how well you are succeeding in your work. Comments might consist of the following:

"Excellent" - meaning that the student is co-operative, creative and open-minded, seems to have a grasp of the essentials of contemporary trends in art education, produces work which is outstandingly well designed, and attacks problems with considerable intellectual vigour.

"Complete" - meaning that the student is co-operative, produces work which is reasonably well designed, is not reasonably opposed to contemporary trends in art education, and goes about the work on hand with reasonable self-reliance; works to capacity.

"Incomplete" - meaning that the student is unintelligently opposed to contemporary trends in art education, shows strong signs of laziness, produces copied work or work which is very badly designed; is resentful of change.

Some staff members may make additional comments.

(4) Take your notebook to your staff member and have him initial it.

(5) Leave your progress record card with the staff member who will then return it to the office as a record of your work.

GENERAL INFORMATION

NOTES CONCERNING THE WORK OF STAFF MEMBERS

The work of the counsellors is to relate art and craft activities to the general school program, to assist the students to explore the various fields of art and to help these students acquire a sound pedagogy in the use of the activities explored.

The instructors have the task of helping the students to develop adequate technical skill in the production of well designed art forms. They are not responsible for information about pedagogy.

The lecturers deal with their own specialized fields and give philosophical form to the questions under discussion. They deal also with problems connected with their special fields which are brought before them by the students.

COFFEE BREAK

All staff members allow a short break near the mid-point of their sessions. It is suggested that students take this opportunity to leave their work so as to return refreshed. Having the correct change ready will help facilitate service. As it is essential that this break not interfere with the work units, students are asked to return to classrooms promptly.

SMOKING

Because of fire hazards associated with art materials and in keeping with our agreement with the school authorities, there will be NO smoking except in one designated area. Students are urged not to leave cigarette buttes, ashes or other debris in this area.

TOOLS AND SUPPLIES

Owing to the high cost of art supplies, students are asked to be particularly careful not to waste any materials. Every student is urged to bring a pair of scissors and a steel edged ruler, since these will not be supplied. Some staff members may ask for other equipment. Sufficient quantities of other tools and materials for normal activities will be available at no extra cost. It is hoped that the usual $5.00 supply fee will not be necessary.

DISPLAYS

There will be some displays that will be changed regularly. Students must not remove work from the display boards, but should obtain it from the staff member after it has been returned to the room where it was produced. Be sure to watch the display boards to see what is being produced in the units.

STUDENTS' ABSENCE

It will be realized that even one day's absence is a serious matter in any winter course. Students who wish to obtain an art certificate may not be absent from any course written on their Form A. Attendance is expected to be 100% except for emergencies. Should illness prevent a student from attending class, a doctor's or dentist's certificate must be presented upon return to the summer session.

ADMISSION FEES

Since a winter course operates entirely on the fees paid by the students, it must follow a very strict budget. This budget is planned according to the amount of fees collected. For this reason there can be no refund of these fees if a student should decide at the last minute or during the course that they don't feel like taking the course or completing it.

EVALUATING THE WINTER SESSION

No matter how thoughtfully a winter session of this kind is planned, there is always room for improvement. Students, who are people with the greatest insight into the success of the courses, are asked to evaluate the existing organization. They should suggest means of improving present conditions whenever a practical idea occurs to them. Many of the present arrangements at the art courses are based upon suggestions offered by students at former summer and winter courses.

SPECIAL EVENTS

During the summer a number of special events will be scheduled and announced on the general notice board as well as by other means. Among these will be the following:

OPEN HOUSE

Although visitors are welcome to see the displays at any time during the course, a special Exhibit will be scheduled. The public will be invited to visit the school at that time and teachers in the area should be especially interested. Please inform your friends and associates of this exhibit.

CSEA TRADE FAIR

During each course a special display of all the leading brands of art supplies is arranged in co-operation with various firms. The fair is sponsored by the Canadian Society for Education Through Art. The fair will be held during one of the sessions and all students will be given an opportunity to view the exhibits. You may wish to invite Board officials and teaching associates to visit the display.

PERSONAL TIMETABLE

Be sure to fill in this timetable when your own Form A has been approved. Use this as a ready reference during the winter.

CYCLE ONE September 25 to November 6		CYCLE TWO November 26 to December 12	
Unit No.		Unit No.	
Unit Name		Unit Name	
Staff Member		Staff Member	
Room No.		Room No.	

CYCLE THREE January 7 to February 18		CYCLE FOUR February 19 to April 2	
Unit No.		Unit No.	
Unit Name		Unit Name	
Staff Member		Staff Member	
Room No.		Room No.	

Lecture Unit No.	Time: 11:30 a.m. - 1:00 p.m.	Title of Lecture:

Any changes which the student wishes to make as the winter course progresses must be approved by the office. The last date to make such changes is November 6. Students are therefore advised to explore early in the session the work offered.